



# CONNECTICUT

## RESOURCE CONSERVATION & DEVELOPMENT

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- Title:** Conservation Soil Technician I
- 1 Position – Norwich NRCS Field Office, 238 W Town St, Norwich, CT 06360
  - 1 Position – Torrington NRCS Field Office, 1185 Litchfield St, Torrington, CT 06790
- Employer:** Connecticut Resource Conservation & Development Area, Inc. (CT RC&D)  
1066 Saybrook Road, Haddam, CT 06438
- Employment Status:** Full time/salary
- Hours:** 35 hours/week
- Location:** This position is a state-wide position and requires flexibility to be able to work out of several NRCS field office locations in Connecticut at various times for various durations on an as needed basis. The position will receive on-site supervision and training by NRCS staff (one position in Norwich and one position in Torrington). Administration will be located at the CT RC&D Office at 1066 Saybrook Road, Haddam, CT 06438.
- Salary Range:** \$36,400 - full time with benefit options including health insurance (*no relocation reimbursement*)

### Job Duties and Responsibilities:

The Conservation Soil Technician I will work within the USDA's Natural Resources Conservation Service (NRCS) to implement programs and provisions included in the Farm Bill. The Conservation Soil Technician position provides technical assistance for resource conservation projects with direct interaction with farmers, landowners, agencies, contractors, and related project partners. A majority of work focuses on project surveys, site evaluation and design, planning assistance, field data collection and scheduling the application of conservation plan practices. The position includes following tasks:

- Works with supervisor to inspect proposed farm sites, determines need and feasibility of conservation practices applicable for geographical locations. Learns and gain practice experience to explain cost-share payment procedures to farmers, performs layout work, and supervises construction of practices for which the Natural Resources Conservation Service (NRCS) has technical responsibility.
- Assists with preliminary engineering survey and gathers design data for structures requiring engineering application. Records field notes and prepares designs based on standard designs for review and approval by others.
- Checks completed practices to determine that specifications are met. Completes field sheets and recommends acceptability of completed practices to the supervisor for final certification.
- Advises landowner/operator toward proper maintenance of project installation. Prepares recommended adjustments in basic plan under supervision of NRCS staff mentor.
- Develop schedules for implementing comprehensive conservation plans that provide for effective land use and water management in relation to the conservation needs of the land and the on-going agricultural enterprise.

- Provides information to farmers, ranchers, and other rural residents on the kinds of assistance available from the NRCS and other USDA agencies.
- Assists with maintenance and logging of contract details. Assist in maintaining workload registers with information from contracts for needed follow-up, and in carrying out basic functions of the follow-up schedule.
- Establishes and maintains program files and documents for program delivery and documentation.
- Maintains mailing and contact lists for program delivery.
- Attends program related meetings to gather data and record information.
- Assists with a public region-wide and targeted outreach campaign for marketing Farm Bill and Department of Agricultural Resources programs, including, but not limited to: simple visual displays for local meetings and conferences, field days, public events, articles for newsletters and other news media contacts. Work with NRCS Public Affairs Specialist in developing needed brochures and other outreach information. Assist with meeting notices, letters, printing, copying, mailings, etc. for program delivery.
- Maintain a daily record of activities; prepare and maintain field office records; and assist in the compilation and development of required reports.

### **Knowledge, Skills, and Abilities:**

- Candidates must possess sufficient education and/or or experience commensurate with the major duties of the position. Background either through work or course work with agriculture, soils, natural resource management, watershed management are preferred. Proficiency in the use of computers and applications such as ESRI – GIS is desired. Basic knowledge for construction project lay out with the use of a rod, level and transit for establishing control lines, level lines and staking locations for cut and fill is desired or willingness to learn as part of training.
- Strong interpersonal communication skills as well as writing proficiency.
- Ability to work in and around farm animals.
- Willingness to work outside in rough terrain and inclement weather.
- The ability to work independently while effectively managing multiple priorities.
- Knowledge of equal opportunity and civil rights requirements.
- Ability to operate a motor vehicle incident in carrying out assigned duties. A valid driver's license is required.
- US Citizenship.
- A clean criminal record verified by a standard background check with local, state, and national law enforcement agencies.
- Position Description Last Updated: December 2022

Benefits package: Health Insurance contribution, SEP IRA 5% contribution, 403B plan, Flexible Spending Account, as well as vacation, sick and personal time, holidays, and flexible work schedule around daily core hours.

**To Apply: Email cover letter detailing degree, course credit, experience and professional qualification and resume to Tara Cleary [tcleary@ctrkd.org](mailto:tcleary@ctrkd.org). Position open until filled.**

***CT RC&D is an Equal Opportunity Employer. Our mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs, and culture. We encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military, protected veteran status or other status protected by law.***